

Community Facilities Committee – Library Expansion

Meeting Notes

Wednesday, February 20, 2013 , 6:30 PM, Keyes Room, Wadleigh Memorial Library

Present: **Committee Members:** Meghan Lydon, Chairperson; Joe O’Neil, Ann Mione, Gil Archambault; Scott Cornett; Chris Costantino, Library Trustee; Mary Burdett, Library Trustee; Bill Parker, Community Development Director

Excused: Malia Ohlson, Merv Newton, Michelle Sampson

Also in attendance: Brenda Santiago

The meeting was convened by Meghan Lydon at 6:30 PM.

Minutes: Gil Archambault made a motion to approved the January 20, 2013 minutes, seconded by Scott Cornett with one correction (Jager Construction to be Jennings Construction). All in favor.

Agenda Items: M. Lydon reviewed tonight’s agenda as 1) follow-up from Trustee’s meeting and next steps, 2) plan for involving additional stakeholders that were contacted, and 3) schedule for Committee work.

1. Feedback from Trustees: M. Burdett, chair of the Trustees, reported that the Trustees were not enthused with having to close the Library during a potential 12-18 month construction, but were realistic about construction impacts and that some degree of closing may be necessary. Trustees also discussed relocation costs with the Library Director, Michelle Sampson, who had conducted some research on those costs. S.Cornett asked if the Trustees had discussed building all new, and M. Burdett replied that the Trustees do not favor that option due to the property restrictions and the role of the Library as a downtown anchor.

The Committee began a lengthy discussion on conceptual building costs, and it was determined that using a figure of \$250/SF would be a conservative figure that if high would allow the final costs to be lowered. S. Cornett reiterated that it is better to come in initially high and transparent on costs rather than too low and having to address underfunding. The Trustees also agreed to pulling in Manypenny Architects to assist the CFC, and to take a look at the programming opportunities for Scheme ‘S’ (the southside addition with basement expansion). M. Burdett said she would contact Brian Murphy of Manypenny, and let them know that S. Cornett would be in contact with them to bring them up-to-date and discuss expectations at this time. It was decided to invite Manypenny to the next meeting if they are available, and the Committee decided to try to meet Wednesday, February 27th if Manypenny was available and had the time to look at the Scheme ‘S’ conceptual. The Committee further discussed the Trustees preference for the 10,000 SF Scheme ‘H’; the estimated space gained by the southside addition (6000 SF upper and lower levels without a second floor); renovation costs; and site work and the Fogerty estimates from 2011 on Scheme H.

2. Schedule: Discussion followed on the schedule, and it was finally determined that pulling in Manypenny as soon as possible was necessary and that a public input session be scheduled for late April to explain and comment on Scheme H and Scheme S. Consensus of the group seemed to be to schedule the public comment session on a Saturday, and likely to be on the Saturday of

the final Acoustic Café (April 20th). This would allow comments to be obtained while the Library was open during the morning until 1 PM, and then again during the evening Acoustic Café. Additionally, the target date for meeting with the Selectmen was set for Monday, May 13th. B. Parker explained that this target date would work with the CIP process, and allow a project request to be submitted by the Library which reflects the latest decision and estimated costs. As explained the CIP Advisory Committee starts its work in earnest at the end of May, early June. The CFC decided that in meeting with the Selectmen the goal will be to present a conceptual plan, and a conceptual budget based on 'xxx' number of square feet. M. Lydon then presented research on square foot costs for new libraries recently constructed across the country and will put these on GoogleDocs.

Discussion followed on whether 'design/build' was an option that the Town would consider as the benefits would be a likely faster design and construction schedule and subsequent cost savings over the traditional architect/construction manager/bidding/construction firm process. S. Cornett noted that municipalities have not utilized the design/build process to a great extent. B. Parker noted that the Town had not utilized that process on either the Police Station or Ambulance Facility but it was possible if it meant efficiency and cost-savings.

B. Parker said that he would provide information to the CFC on the request for qualifications (RFQ) process that is utilized to solicit interested firms for the project.

Chris C. noted that M. Sampson had been working initiating strategic planning for the Library. There was discussion by the CFC as to how this strategic planning effort was related to what the CFC was charged to do, if there was overlap, and if the strategic planning effort impacted what the CFC was putting together for the renovation/expansion. It was discussed that further input was necessary from Director Sampson, as the issue CFC needs to know is does the expansion guide the strategic plan or does the strategic plan guide the expansion.

3. Outreach: M. Lydon reported that she had obtained some positive responses from the outreach letters, but was unsure how and with what information/tasks to pull the volunteers in yet. It was decided to invite the volunteers to a meeting to be scheduled with the professional fundraiser hired by the Trustees.

With no more discussion, the meeting was adjourned at 8:15 PM with confirmation to be sent around regarding meeting on the 27th.